

Public WisLine Sites

Individual sites may not be available for every program. Please contact the site in your area well in advance of your program to verify room availability and directions.

4000	Adams	Adams Co. UWEX	608-339-4236
4007	Alma	Buffalo Co. Crthse.	608-685-6256
4022	Altoona	Eau Claire Co. UWEX	715-839-4712
4038	Antigo	Langlade Co. UWEX	715-627-6236
4050	Appleton	Outagamie Co. UWEX	920-832-5122
4001	Ashland	Ashland Co. Crthse.	715-682-7017
4069	Baldwin	St. Croix Co. Ag Ctr.	715-684-3301, x5
4055	Balsam Lake	Polk Co. UWEX	715-485-8600
4064	Baraboo	Sauk Co. UWEX	608-355-3250
4003	Barron	Barron Co. Govt. Center	715-537-6258
4031	Black River Falls	Jackson Co. UWEX	715-284-4257
4034	Bristol	Kenosha Co. UWEX	262-857-1945
4009	Chilton	Calumet Co. UWEX	920-849-1450, x6
4010	Chippewa Falls	Chippewa Co. Crthse.	715-726-7950
4025	Crandon	Forest Co. UWEX	715-478-7797
4037	Darlington	LaFayette Co. Crthse.	608-776-4820
4029	Dodgeville	Iowa Co. UWEX	608-935-0391
4052	Durand	Pepin Co. Govt. Ctr.	715-672-5214
4073	Eagle River	Vilas Co. Crthse.	715-479-3648
4075	Elkhorn	Walworth Co. UWEX	262-741-4951
4053	Ellsworth	Pierce Co. Ofc. Bldg.	715-273-6781
4023	Florence	Florence Resource Ctr.	715-528-4480
4024	Fond du Lac	Fond du Lac Co. UWEX	920-929-3170
4005	Green Bay	Brown Co. Ag. Ctr / UWEX	920-391-4610
4028	Green Lake	Green Lake Co. Crthse.	920-294-4032
4065	Hayward	Sawyer Co. Crthse.	715-638-3267
4030	Hurley	Iron Co. Crthse.	715-561-2695
4061	Janesville	Rock Co. Crthse.	608-757-5690
4032	Jefferson	Jefferson Co. UWEX	920-674-7296
4017	Juneau	Dodge Co. Admin. Bldg.	920-386-3790
4044	Keshena	Menominee Co. UWEX	715-799-4654
4035	Kewaunee	Kewaunee Co. UWEX	920-388-7141
4036	La Crosse	La Crosse Co. UWEX	608-785-9593
4062	Ladysmith	Rusk Co. Crthse.	715-532-2151
4026	Lancaster	Grant Co. UWEX	608-723-2125
4015	Madison	The Pyle Ctr.	608-265-5694
4040	Manitowoc	Manitowoc Co. UWEX	920-683-4169
4042	Marinette	Marinette Co. Crthse.	715-732-7510
4033	Mauston	Juneau Co. UWEX	608-847-9329
4070	Medford	Taylor Co. USDA Svc Ctr.	715-748-3327
4020	Menomonie	Dunn Co. Ag Ctr.	715-232-1636
4021	Menomonie	UW-Stout	715-232-1143
4039	Merrill	Lincoln Co. UWEX	715-539-1072
4027	Monroe	Green Co. UWEX	608-328-9440
4043	Montello	Marquette Co. UWEX	608-297-3141

4011	Neilsville	Clark Co. Crthse.	715-743-5121
4048	Oconto	Oconto Co. Crthse.	920-834-6846
4083	Oshkosh	James P. Coughlin Ctr.	920-232-1970
4058	Phillips	Price Co. Normal Bldg.	715-339-2555
4051	Port Washington	Ozaukee Co. Admin. Ctr.	262-284-8288
4013	Portage	Columbia Co. Annex Bldg	608-742-9680
4014	Prairie du Chien	Crawford Co. UWEX	608-326-0223
4088	Reedsburg	Reedsburg Public Library	608-768-7323
4049	Rhineland	Oneida Co. UWEX	715-365-2750
4060	Richland Ctr.	Richland Co. UWEX	608-647-6148
4054	River Falls	UW-River Falls	715-425-3256
4067	Shawano	Shawano Co. Crthse.	715-526-6136
4068	Sheboygan Falls	Sheboygan Co. UWEX	920-459-5900
4008	Siren	Burnett Co. Govt. Ctr.	715-349-2151
4047	Sparta	Monroe Co. UWEX	608-269-8722
4077	Spooner	Washburn Co. UWEX	715-635-4444
4056	Stevens Point	Ruth Gilfry Center	715-346-1316
4018	Sturgeon Bay	Door Co. Govt. Ctr.	920-746-2260
4019	Superior	Douglas Co. Crthse.	715-395-1363
4072	Viroqua	Vernon Co. UWEX	608-637-5276
4004	Washburn	Bayfield Co. Crthse.	715-373-6104
4080	Waukesha	Waukesha Co. Admin Ctr.	262-548-7771
4081	Waupaca	Waupaca Co. Crthse.	715-258-6230
4041	Wausau	Marathon Co. UWEX	715-261-1231
4082	Wautoma	Waushara Co. Crthse.	920-787-0416
4045	Wauwatosa	Milwaukee Co. UWEX	414-256-4600
4079	West Bend	Washington Co. UWEX	262-335-4480
4071	Whitehall	Trempealeau Co. Govt. Center	715-538-2311, x208
4085	Wisconsin Rapids	Wood Co. UWEX	715-421-8440

UW-Extension provides equal opportunities in employment and programming, including Title IX requirements.

University of Wisconsin-Extension
Cooperative Extension Service
Local Government Center
610 Langdon Street, Rm. 229
Madison, WI 53703-1104

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Local Government CENTER

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Extension

CONDUCTING LOCAL ELECTIONS A WisLine Teleconference Series 2010-2011



*Including Special Sessions for
Chief Election Inspector Recertification*



Sponsored by:

**UW-Extension Local Government Center
League of Wisconsin Municipalities
Wisconsin Counties Association
Wisconsin Towns Association
UW-Extension County Offices
Wisconsin Government Accountability
Board – Elections Division**

REGISTRATION FORM 1778

2010-2011 WisLine Teleconference Series

Participation in an active WisLine session costs \$20, which includes the written materials. Materials will be sent to the site if you register at least 10 days prior, or to your address if you register late. Cancellations must be received 10 days prior in order to receive a refund.

Other learning options available a few days after the live WisLine:

- Purchase a “materials bundle” and receive written materials along with an audio CD of the actual teleconference. Call (608) 262-9961 or visit:

lgc.uwex.edu/WisLines

- Purchase audio-streamed program online at:

lgc.uwex.edu/stream

WisLine Location (see back panel) _____

Name _____

Address _____

City _____ Zip _____

Phone (_____) _____

E-Mail Address _____

Government Unit _____

Check session(s) you wish to attend at \$20 each:

- ☐ Sept. 1: Partisan Primary
- ☐ Oct. 6: Election Day Duties
- ☐ Oct. 20: November Election
- ☐ Oct. 27: School District Clerks
- ☐ Nov. 17: Candidates on Ballot
- ☐ Dec. 8: Caucus Procedures
- ☐ Jan. 19: Municipal Elections
- ☐ Feb. 2: Election Day Special Topics
- ☐ Mar. 23: Recount How-To's
- ☐ May 11: What Every New Clerk Needs

Mail form and fee to:

WisLine Registrations
Dept. 111, Room 139
702 Langdon Street
Madison, WI 53706

Or register by fax: (800) 741-7416; or phone: (608) 262-0810, using credit card for payment.

For questions only (no registration): (608) 262-9961

Method of payment: Visa ☐ MC ☐ Am Exp. ☐

Credit Card # _____

Cardholder's name _____ Exp. Date _____


Bill Me ☐ Check Enclosed ☐


(Make check payable to UW-Extension)


CONDUCTING LOCAL ELECTIONS

2010-11 WisLine Teleconference Series

Presenters will be representatives from the Wisconsin Government Accountability Board – Elections Division.

 **September 1, 2010** (Wednesday), 10:30-noon. **IMPORTANT POINTS TO REMEMBER FOR THE PARTISAN PRIMARY** (#1778-1) – Are you prepared for the partisan primary? Get answers to your questions about election administration issues, including the new rules concerning ballots and voting equipment security.

 **October 6, 2010** (Wednesday), 10:30-noon. **TRAINING FOR ELECTION DAY OFFICIALS / ELECTION DAY DUTIES** (#1778-2) – A review of election-day activities such as opening the polling place, processing absentee ballots, challenging electors, and handling observers.

 **October 20, 2010** (Wednesday), 10:30-noon. **IMPORTANT POINTS TO REMEMBER FOR THE NOVEMBER ELECTION** (#1778-3) – A review of procedures essential to successful navigation through the November General Election.


October 27, 2010 (Wednesday), 10:30 - noon. **ELECTION ADMINISTRATION TRAINING FOR SCHOOL DISTRICT CLERKS** (#1778-4) – Are you a new school district clerk faced with your first election? Are you a seasoned school district clerk who could use some guidance? Get an overview of your duties and pointers for conducting a successful election.


If you have a disability and desire accommodations, please advise us when you register. Requests are confidential.

November 17, 2010 (Wednesday), 10:30-noon. **GETTING CANDIDATES ON THE SPRING BALLOT** (#1778-5) – Check out the procedures for getting local candidates on the ballot when nomination papers are used. Also, this is your time to share your questions and our answers relating to the upcoming spring filing deadline for local candidates.

December 8, 2010 (Wednesday), 10:30-noon. **CAUCUS PROCEDURES FOR TOWNS AND VILLAGES** (#1778-6) – There really is a proper way to conduct a caucus! Here's an opportunity to find out what to do and what not to do, based on the experiences of others.

January 19, 2011 (Wednesday), 10:30-noon. **MUNICIPAL ELECTIONS /CLERK'S DUTIES** (#1778-7) – A review of duties such as issuing absentee ballots, handling write-in candidates, election results, municipal boards of canvassers, and issuing certificates of election.

 **February 2, 2011** (Wednesday), 10:30-noon. **TRAINING FOR ELECTION DAY OFFICIALS / SPECIAL TOPICS** (#1778-9) – Election day registration, special registration deputies, polling place accessibility: a special in-depth look at these three important topics.


 **March 23, 2011** (Wednesday), 10:30-noon. **RECOUNT HOW-TO'S** (#1778-8) – Learn what to do for a recount. Get pointers to make your job easier, gathered from those who have actually lived through one. For those who anticipate a close race for an office up for election, or for those who just wish to be prepared.

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May 11, 2011 (Wednesday), 10:30-noon. **WHAT EVERY NEW CLERK NEEDS TO KNOW AND DIDN'T KNOW TO ASK** (#1778-10) – A beginner's guide to basic election information. Topics include: running a local election; notices; ballot preparation; and more.

TRAINING REQUIREMENTS

Each session counts 1.5 hours toward the election recertification requirements of **municipal clerks**.

 Indicates that each of these sessions earns participants 1.5 hours of credit towards the recertification requirement of **chief elections inspectors**.

What is a WisLine?

A WisLine is a **live teleconference** offered by the University of Wisconsin-Extension. You pre-register by mail, fax or phone to attend at a public WisLine site convenient to you. The day of the program, you will go to a room set up for two-way sound communication. Because there is no visual presentation in these teleconferences, you will receive a packet of printed materials that will be referred to throughout the program and that you can take home.

This series of ten programs is designed to keep local government officials up to date on the administration of elections in Wisconsin. Current procedures and processes for officials involved in conducting elections will be discussed by representatives from the Elections Division of the Wisconsin Government Accountability Board. Each session will provide ample opportunity for participant questions and comments. Programs will be moderated by UW-Extension's Local Government Center Staff.